## (Insert LEA Name) SPECIAL EDUCATION STAFFING SPREADSHEET

List all certified instructional staff first. Then list all other contracted, as well as salaried staff (i.e. interpreters, speech/language, occupational therapists, etc.) on subsequent pages. Please use multiple sheets as necessary. For teachers who do not hold certification in 01-Elementary or the appropriate grade level content area, the LEA must submit evidence of HQ status. Please reference the Required Credential for Professional Staff Members in the Instructional Programs of South Carolina's Public Schools and the Quick Facts about South Carolina's Highly Qualified Teacher Requirements.

| Name                      | Position<br>Held | School<br>Name      | Certification/<br>License Held<br>(code and area)                  | Total<br>Caseload | Current<br>Caseload Count<br>by Disability<br>Category | provide<br>in co<br>provide<br>list the<br>each su<br>studen | each speci<br>er who ins<br>ore conter<br>des report<br>e number<br>ubject area<br>ts not on | tructs so<br>the areas<br>card gr<br>of stude<br>a. (May<br>total cas | tudents<br>(i.e.<br>ades),<br>ents in<br>include<br>seload.) | For each core content area taught (i.e. provides report card grades), indicate if the special education provider is highly qualified under NCLB. |      |     |    |  |
|---------------------------|------------------|---------------------|--|-------------------|--|--|--|---|--|--|------|-----|----|--|
|                           |                  |                     |  |                   |  | ELA  | MATH   | SCI   | SS   | ELA  | MATH | SCI | SS |  |
| Example:<br>John Q. Smith | Teacher          | Smith<br>Elementary | 2G Special<br>Education-<br>Learning<br>Disabilities               | 27                | 20 LD<br>5 ED, 2 ID                                    | 0  | 0  | 0   | 0  | NA   | NA   | NA  | NA |  |
| Example:<br>Imela Sand    | Teacher          | Any High<br>School  | 01 Elementary,<br>2I Special<br>Education<br>Multi-<br>Categorical | 10                | 2 OHI<br>7 ID-mild<br>1 ID-mod                         | 10   | 10   | 9   | 6  | Y  | Y    | Y   | Y  |  |
|                           |                  |                     |  |                   |  |  |  |   |  |  |      |     |    |  |
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| Name                                | Position<br>Held | School<br>Name | Certification/<br>License Held | Total<br>Caseload | Current Caseload Count by Disability Category | For each special education provider who instructs students in core content areas (i.e. provides report card grades), list the number of students in each subject area. (May include students not on total caseload.) |       |     |    | For each core content area taught (i.e. provides report card grades), indicate if the special education provider is highly qualified under NCLB. |      |     |    |
|-------------------------------------|------------------|----------------|--------------------------------|-------------------|---|--|-------|-----|----|--|------|-----|----|
|                                     |                  |                |                                |                   |   | ELA  | MATH  | SCI | SS | ELA  | MATH | SCI | SS |
|                                     |                  |                |                                |                   |   |  |       |     |    |  |      |     |    |
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| Signature of Spec<br>Administrator: | ial Services     |                |                                |                   |   | D  | ate:  |     |    |  |      |     |    |
| Printed Name of S<br>Administrator: | Special Servi    | ices           |                                |                   |   | Т  | ïtle: |     |    |  |      |     |    |